



**December Monthly Reports
January 2016**

AGENDA
WORK SESSION

THURSDAY, JANUARY 7TH
WORK SESSION
@ 8:15 AM

PUBLIC HEARING

- Rezoning Request for 222.5 acres on Hwy 103

MEETING CALLED TO ORDER

AGENDA REVIEWED IN ITS ENTIRELY BEFORE DISCUSSION

PUBLIC COMMENT ON AGENDA ITEMS (FORM REQUIRED)

NEW BUSINESS

- Swearing in of elected city officers
- Elect Mayor Pro-Tempore
- Elect City Officers
- Resolution to Amend 2015 Budget
- Boards & Committee Appointments
- Rezoning Ordinance for 222.5 acres on Hwy 103

CONSIDER ITEMS FOR BUSINESS MEETING (Create Business Meeting Agenda)

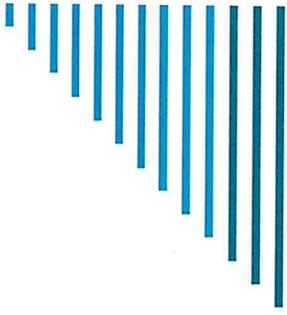
MAYOR & COUNCIL COMMENTS

ADJOURNED

[Next Meeting:](#)

[Council Meeting - Monday, January 11th @ 6:00 PM](#)

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MINUTES





The regular meeting of the Mayor and Council was held in the Council room of West Point City Hall December 14, 2015 at 6:00 P.M. with Mayor A. Drew Ferguson IV presiding.

Members Present:

Councilmember Joseph R. Downs III
Councilmember Gloria R. Marshall
Councilmember Gerald W. Ledbetter
Councilmember Sandra Thornton
Councilmember Steven M. Tramell
Councilmember Benjamin F. Wilcox

Members Absent:

Mayor Ferguson called Councilmember Gerald W. Ledbetter for opening prayer.

Mayor Ferguson led the Pledge of allegiance.

Mayor Ferguson called the meeting of the Mayor and City Council to order and welcomed everyone.

MINUTES

Mayor Ferguson asked for a motion to approve the minutes from the October 12, 2015 regular meeting. The motion was made by Councilmember Gerald W. Ledbetter and seconded by Councilmember Steven M. Tramell; **passed unanimously**.

FINANCIAL REPORT

Councilmember Gloria R. Marshall presented the November financial report with the December cash position and forecast and made a motion to accept the report; motion seconded by Councilmember Steven M. Tramell; **passed unanimously**.

AGENDA

Mayor Ferguson reviewed the listed agenda and asked for a motion to approve the agenda. Councilmember Joseph R. Downs III made said motion and seconded by Councilmember Gloria R. Marshall; **passed unanimously**.

2016 PROPOSED BUDGET

Councilmember Sandra Thornton made a motion to approve the 2016 City of West Point Budget which includes General Fund Budget \$6,339,029, Sanitation \$488,344 Emergency 911 \$95,037, SPLOST \$1,481,775 Water and Sewer \$3,899,000, Electric \$6,328,801, Gas \$1,595,814. The total City of West Point 2016 budget is \$20,227,800. The motion was seconded by Councilmember Benjamin F. Wilcox; **passed unanimously.**

HARRIS COUNTY HAZARD MITIGATION PLAN UPDATE 2015-2020

Councilmember Gerald W. Ledbetter made a motion to approve a resolution for the Harris County Mitigation Plan Update for 2015-2020 as presented. The motion was seconded by Councilmember Gloria R. Marshall; **passed unanimously.**

BOARD & COMMITTEE APPOINTMENTS

Councilmember Benjamin F. Wilcox made a motion to appoint Jane Fuller and Marshall Sapp to the Historic Preservation Commission. Councilmember Joseph R. Downs III seconded the motion; **passed unanimously.**

Councilmember Benjamin F. Wilcox made a motion to appoint Aaron Lewis II to the Planning Board. Councilmember Steven M. Tramell seconded the motion; **passed unanimously.**

Councilmember Benjamin F. Wilcox made a motion to appoint Kevin Patrick to the West Point Development Authority Board. Councilmember Gerald W. Ledbetter seconded the motion. During discussion Councilmember Sandra Thornton made a motion to amend the original motion to appoint Dee Dee Williams to the West Point Development Authority Board. The motion was seconded by Councilmember Joseph R. Downs III. **The amendment motion failed on a 2 to 4 vote Council members Sandra Thornton and Joseph R. Downs III voted Yes. Councilmembers Marshall, Ledbetter, Tramell, and Wilcox voted No.** Mayor Ferguson asked for a vote on the original motion to appoint Kevin Patrick to the West Point Development Authority Board. **The motion passed on a 4 to 2 vote with Councilmembers Marshall, Ledbetter, Tramell, and Wilcox voted Yes. Council members Downs and Thornton voted No.**

ELECTRIC CITIES OF GEORGIA VOTING DELEGATES

Councilmember Gloria R. Marshall made a motion to approve a resolution appointing Ed Moon the primary voting delegate for the ECG Board of Directors and Sammy Inman as the alternate. The motion was seconded by Councilmember Gerald W. Ledbetter; **passed unanimously.**

INTERGOVERNMENTAL AGREEMENT WITH HARRIS COUNTY

Councilmember Joseph R. Downs III made a motion to approve an intergovernmental agreement with the Harris County Board of Commissioners for the maintenance of certain road right-of-ways within the North West Harris County Business Park. The motion was seconded by Councilmember Benjamin F. Wilcox; **passed unanimously.**

POWERTECH BOND

Councilmember Steven M. Tramell made a motion to approve a bond agreement with Powertech America Inc. The bond will provide \$40,000,000 to the company that will be invested in the Powertech Facility in West point and create 25 new Jobs. The motion was seconded by Councilmember Sandra Thornton; **passed unanimously.**

PURCHASING CARD POLICY FOR ELECTED OFFICIALS

Councilmember Steven M. Tramell made a motion to approve a Purchasing Card Policy for the City of West Point Elected Officials. The policy sets certain procedures that are required to be in place by January 1, 2016 by the Georgia General Assemble. The City of West Point Elected Officials are not issued City Purchasing Cards or Credit Cards and the current city policies will remain in place in concurrence with this new regulation. The motion was seconded by Councilmember Sandra Thornton; **passed unanimously.**

OTHER

Mayor Ferguson congratulated City of West Point Administrative Assistant, Kristin Lester for graduating from Point University with a BS Degree in Organizational Leadership.

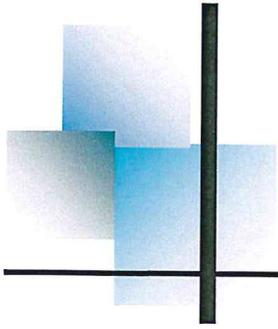
Chief Bailey asked for volunteers for the Bagging Toys for the Salvation Army event taking place on December 19th at 1706 Shorewood Drive in LaGrange at 9:00am. The toys for West Point residence will be brought back to West Point will be distributed on Monday, December 21st to needed families.

ADJOURN

There being no further business, the meeting was adjourned.

Richard McCoy
City Clerk

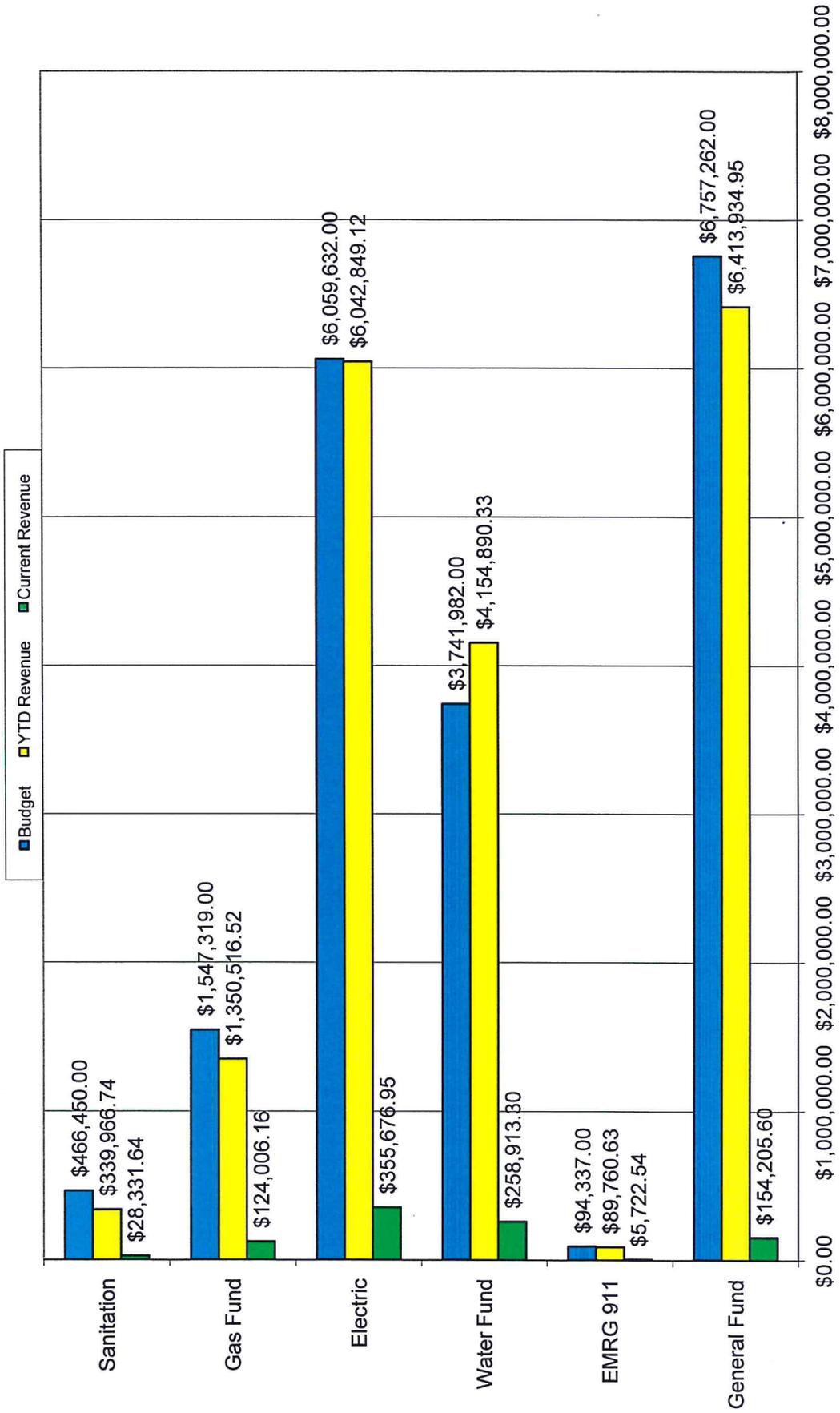
A. Drew Ferguson IV
Mayor



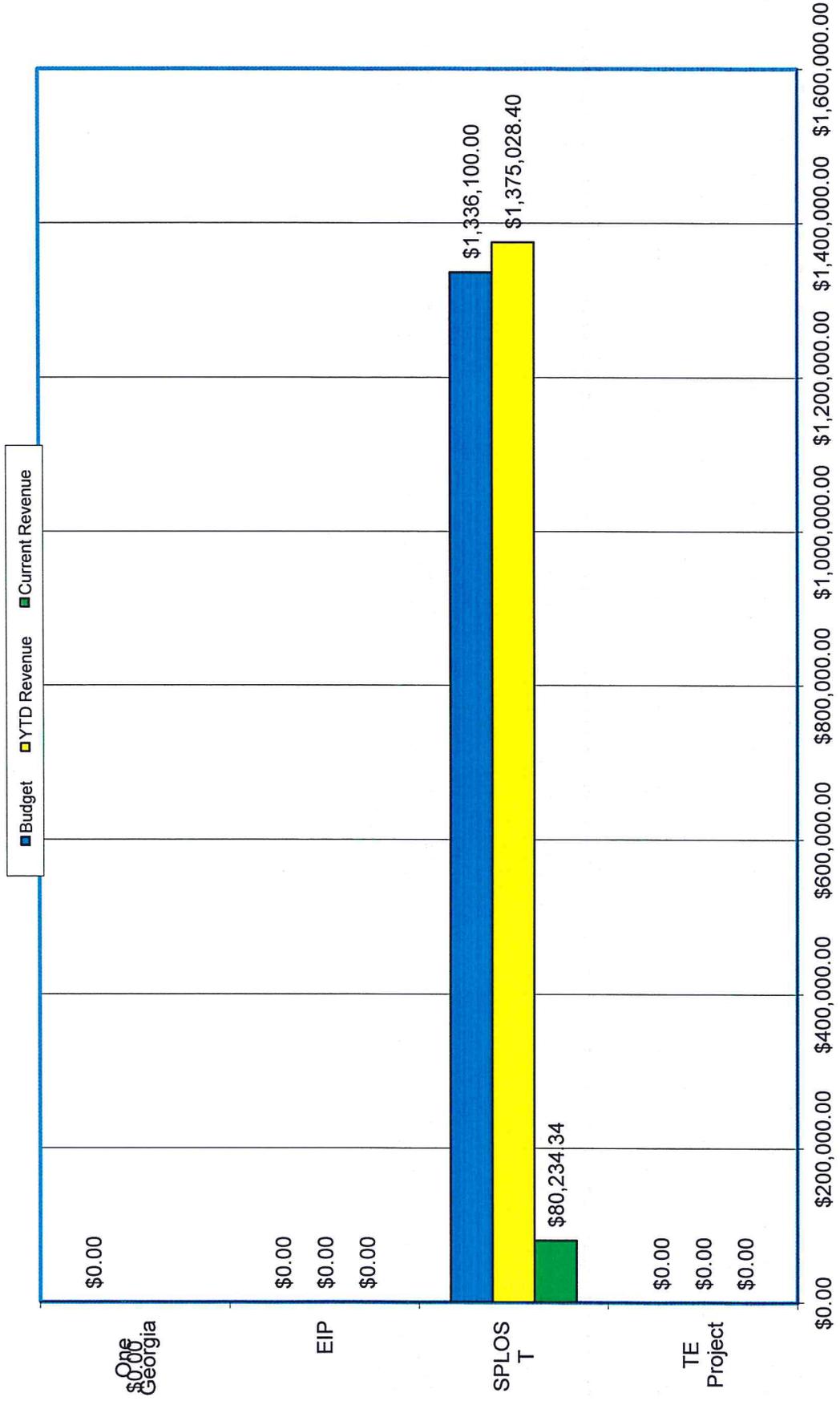
FINANCIAL REPORT



Budget Revenue Comparison December, 2015



Budget Revenue Comparison December, 2015



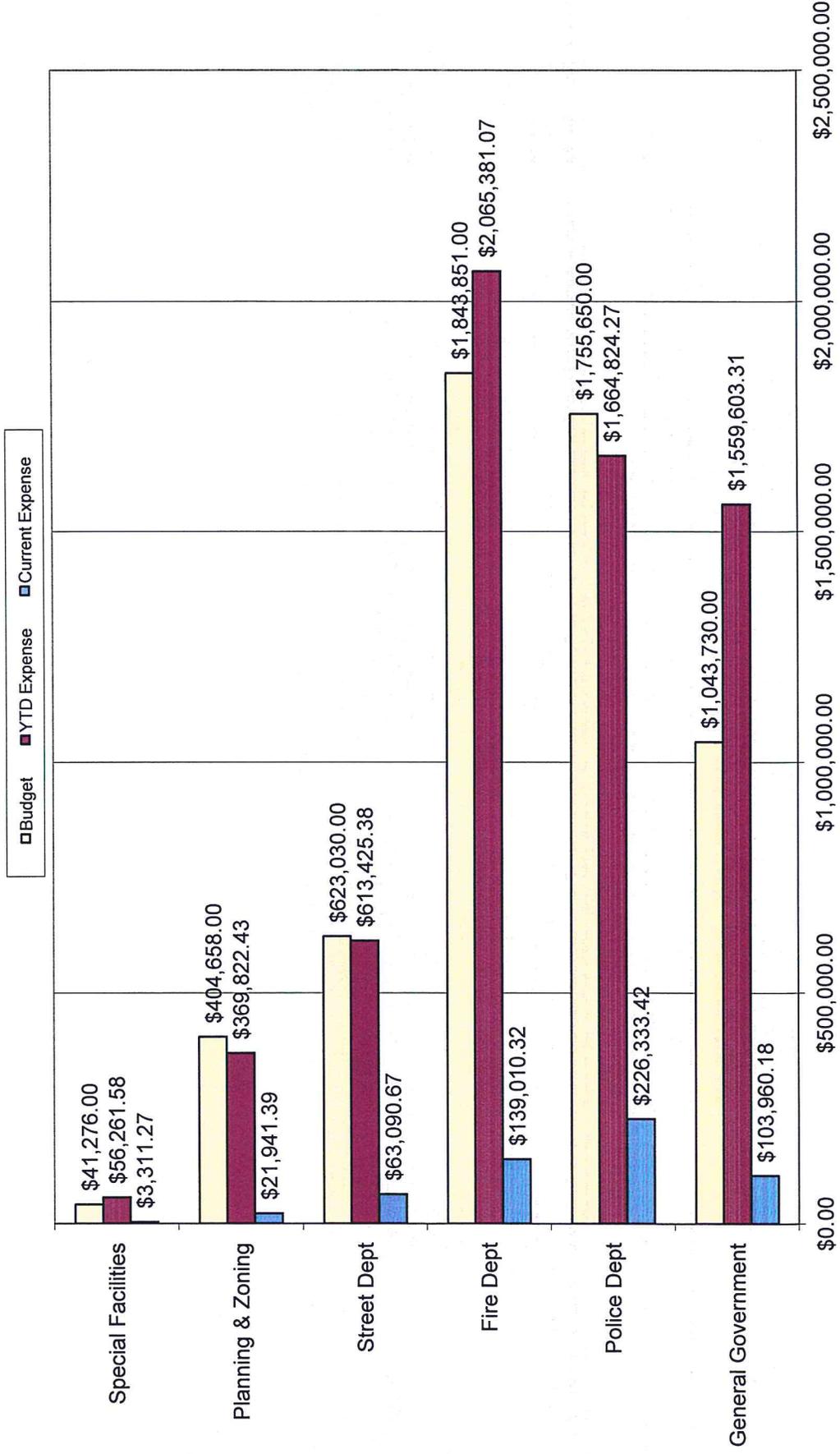


City of West Point Financial Report December, 2015

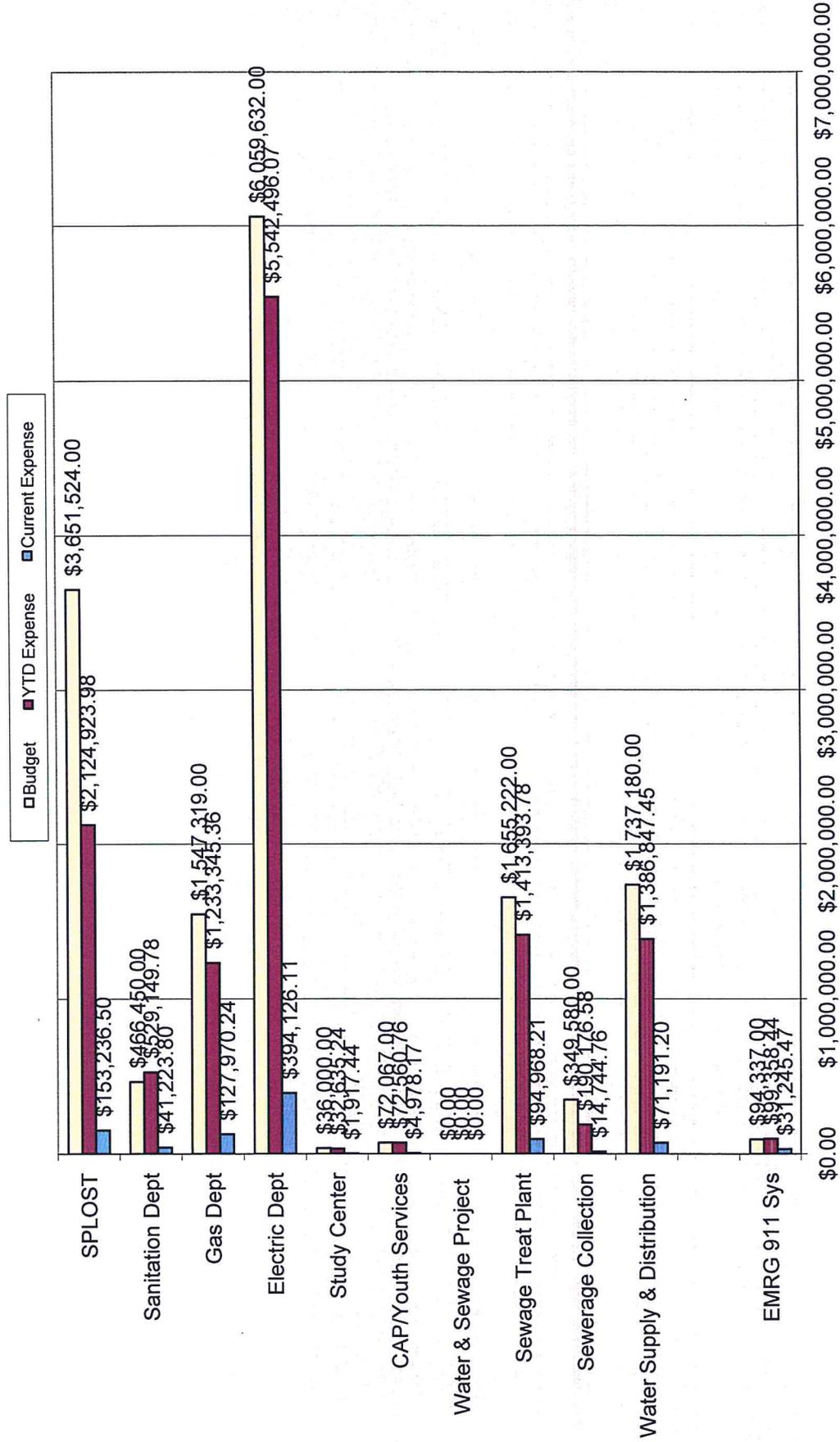
EXPENSES

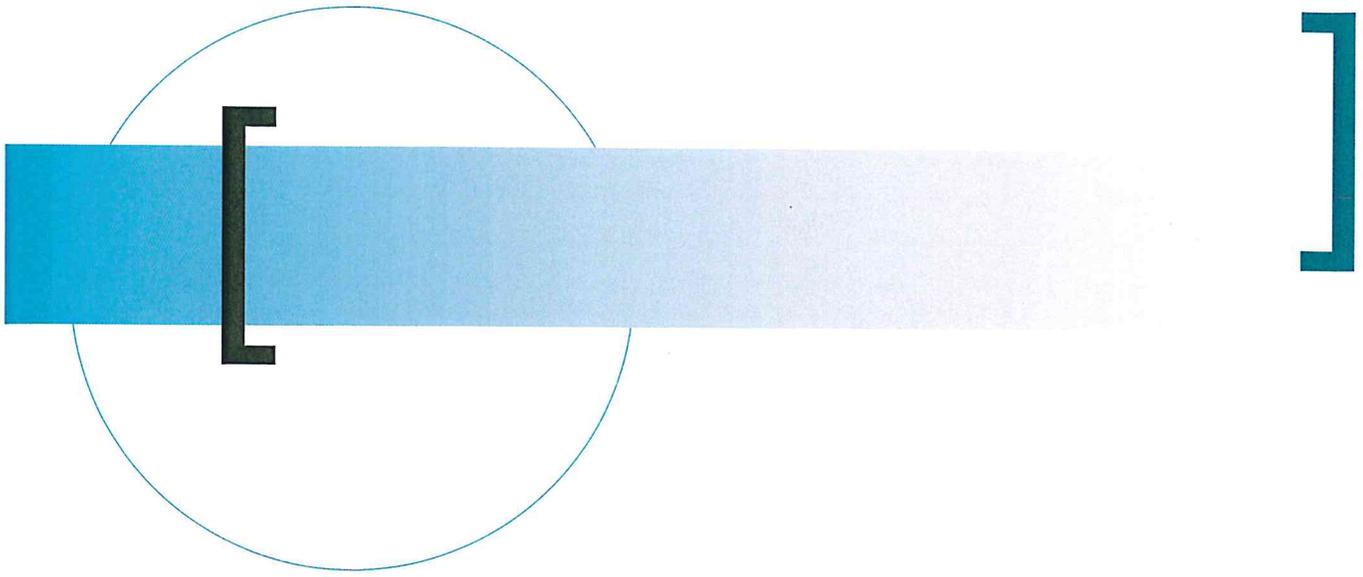
Current Expense	General Government	Police Dept	Fire Dept	Street Dept
YTD Expense	\$103,960.18	\$226,333.42	\$139,010.32	\$63,090.67
Budget	\$1,559,603.31	\$1,664,824.27	\$2,065,381.07	\$613,425.38
Percentage Budget	\$1,043,730.00	\$1,755,650.00	\$1,843,851.00	\$623,030.00
	149.43%	94.83%	112.01%	98.46%
Current Expense	Planning & Zoning	Special Facilities	EMRG 911 SYS	Water Dept
YTD Expense	\$21,941.39	\$3,311.27	\$31,245.47	\$71,191.20
Budget	\$369,822.43	\$56,261.58	\$99,358.44	\$1,386,847.45
Percentage Budget	\$404,658.00	\$41,276.00	\$94,337.00	\$1,737,180.00
	91.39%	136.31%	105.32%	79.83%
Current Expense	Sewer/ Water	Electric Dept	Gas Dept	Sanitation Def
YTD Expense	\$109,712.97	\$394,126.11	\$127,970.24	\$41,223.80
Budget	\$1,603,570.36	\$5,542,496.07	\$1,233,345.36	\$529,149.78
Percentage Budget	\$2,004,802.00	\$6,059,632.00	\$1,547,319.00	\$466,450.00
	79.99%	91.47%	79.71%	113.44%
Current Expense	SPLOST	Study Center	CAP/Youth Services	Economic Dev
YTD Expense	\$153,236.50	\$1,917.44	\$4,978.17	\$0.00
Budget	\$2,124,923.98	\$32,635.24	\$72,560.76	\$391,276.83
Percentage Budget	\$3,651,524.00	\$36,000.00	\$72,067.00	\$937,000.00
	58.19%	90.65%	100.69%	41.76%
Current Revenues	All Funds	Total All Departments	Total YTD Expenses	Total YTD Expenses
Current Expense	\$1,007,090.53	\$19,766,946.69	\$19,345,482.31	\$19,345,482.31
over/under	\$1,493,249.15	\$19,345,482.31	over/under	\$22,318,506.00
	(\$486,158.62)	\$421,464.38	Percentage	86.68%

Budget Expense Comparison December, 2015



Budget Expense Comparison December, 2015





DEPARTMENT REPORTS

Fire Department

Planning Department

Police Department

Public Works

Utility Department

**City of West Point
Fire Department
P.O. Box 487
West Point, GA 31833**

MONTHLY ACTIVITY REPORT

December 2015

FIRE RESPONSES

Structure / Residential	1
Structure / Business	3
Vehicle	0
Ground Cover, Trash	2
Hazardous Materials	0
Rescue, M.V.A.	10
False Alarms	7
Automatic Aid Troup Co.	0
Automatic Aid Harris Co	0
Other Responses	1
Total Fire Responses	24

EMERGENCY MEDICAL SERVICE RESPONSES

FACILITY	TRIPS
East AL Medical-Lanier	32
West Ga. Medical	18
East AL Medical-Opelika	2
Columbus Medical Center	0
Landing Zone	1
Non-Transport	13
Total E.M.S. Responses	66



Community Development Department
 December 1 – December 31, 2015

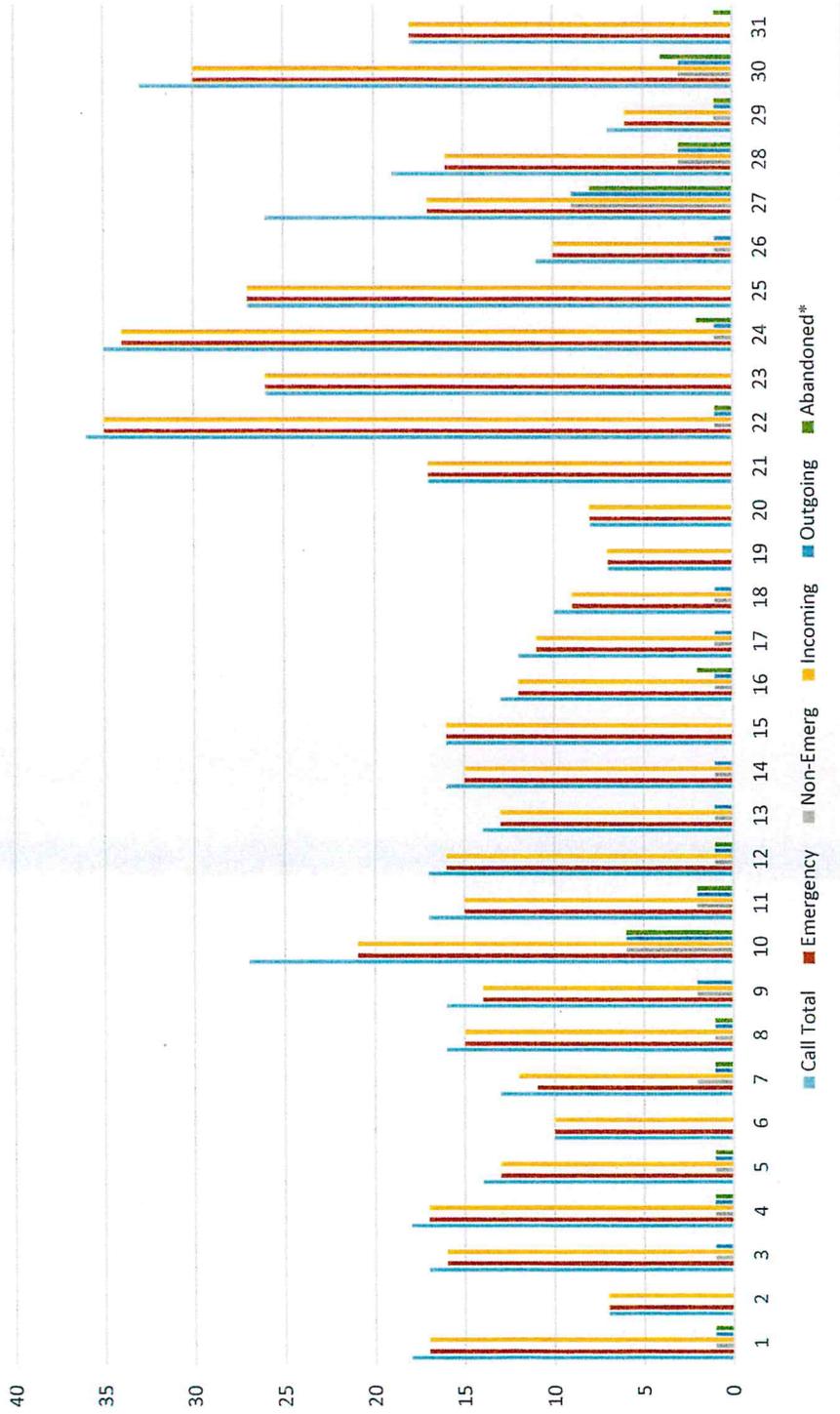
	2015	2014	2013	2012	2011	2010
Permits Issued	114-\$5,768.35	140-\$30,836.03	137-\$17,388.95	151-\$27,597.73	157-\$39,602.00	128-\$21,230.62
Elec., Gas, Water	62-\$4,118.00	91-\$11,555.50	66-\$3,370.50	77-\$6,012.00	58-\$3,339.00	62-\$4,166.00
Building	52-\$51,650.35	49-\$19,280.23	64-\$14,018.45	75-\$21,610.73	99-\$36,263.00	66-\$17,064.62
Inspections	515	517	513	432	504	359
Industrial	101	76	98	84	106	28
New Commercial	109	27	9	4	2	5
Rem. Commercial	105	45	32	68	37	52
New Residential	112	42	56	61	74	67
Rem. Residential	88	327	318	215	285	206
Cert. of Occ.	76	89	150	96	134	130
Violation Not.	183	532	429	458	665	307
Grass & Weeds	43	107	46	92	n/a	n/a
Signs	25	48	47	108	n/a	n/a
Vehicles	68	37	42	43	n/a	n/a
Burn Removal	8	4	2	2	n/a	n/a
Illegal Dumping	7	27	17	5	n/a	n/a
No Utilities	9	14	17	8	n/a	n/a
Property Maint.	6	97	84	36	n/a	n/a
Other	17	198	150	164	n/a	n/a
Animal Control	299	1370	525	683	673	n/a
Meet in Person	88	427	181	195	n/a	n/a
Deliver/Set Traps	122	432	210	329	n/a	n/a
Transport to Shelter	32	48	34	48	n/a	n/a
Other	57	463	132	111	n/a	n/a
Citations	12	19	25	14	12	16
Court Hearings	8	4	0	3	14	45
Public Notices	5	2	1	1	8	6
Structure Demo	6	1	0	2	7	5

City of West Point, Georgia
9-1-1 Call Volume by Day - December 2015

	Daily Call Total	Call Category		Call Origin		Abandoned*
		Emergency	Non-Emerg	Incoming	Outgoing	
1	18	17	1	17	1	1
2	7	7	0	7	0	0
3	17	16	1	16	1	0
4	18	17	1	17	1	1
5	14	13	1	13	1	1
6	10	10	0	10	0	0
7	13	11	2	12	1	1
8	16	15	1	15	1	1
9	16	14	2	14	2	0
10	27	21	6	21	6	6
11	17	15	2	15	2	2
12	17	16	1	16	1	1
13	14	13	1	13	1	0
14	16	15	1	15	1	0
15	16	16	0	16	0	0
16	13	12	1	12	1	2
17	12	11	1	11	1	0
18	10	9	1	9	1	0
19	7	7	0	7	0	0
20	8	8	0	8	0	0
21	17	17	0	17	0	0
22	36	35	1	35	1	1
23	26	26	0	26	0	0
24	35	34	1	34	1	2
25	27	27	0	27	0	0
26	11	10	1	10	1	0
27	26	17	9	17	9	8
28	19	16	3	16	3	3
29	7	6	1	6	1	1
30	33	30	3	30	3	4
31	18	18	0	18	0	1
		499	42	500	41	36
Total	541	541		541		36

*The Abandoned Call Count total is also included in the Incoming Call Origin Count.

City of West Point, Georgia
 9-1-1 Call Volume By Day Report
 December 2015



Statistical Counts Report

For records with dates between 1/1/2015 and 12/31/2015

WEST POINT PD

PAGE 1 OF 1

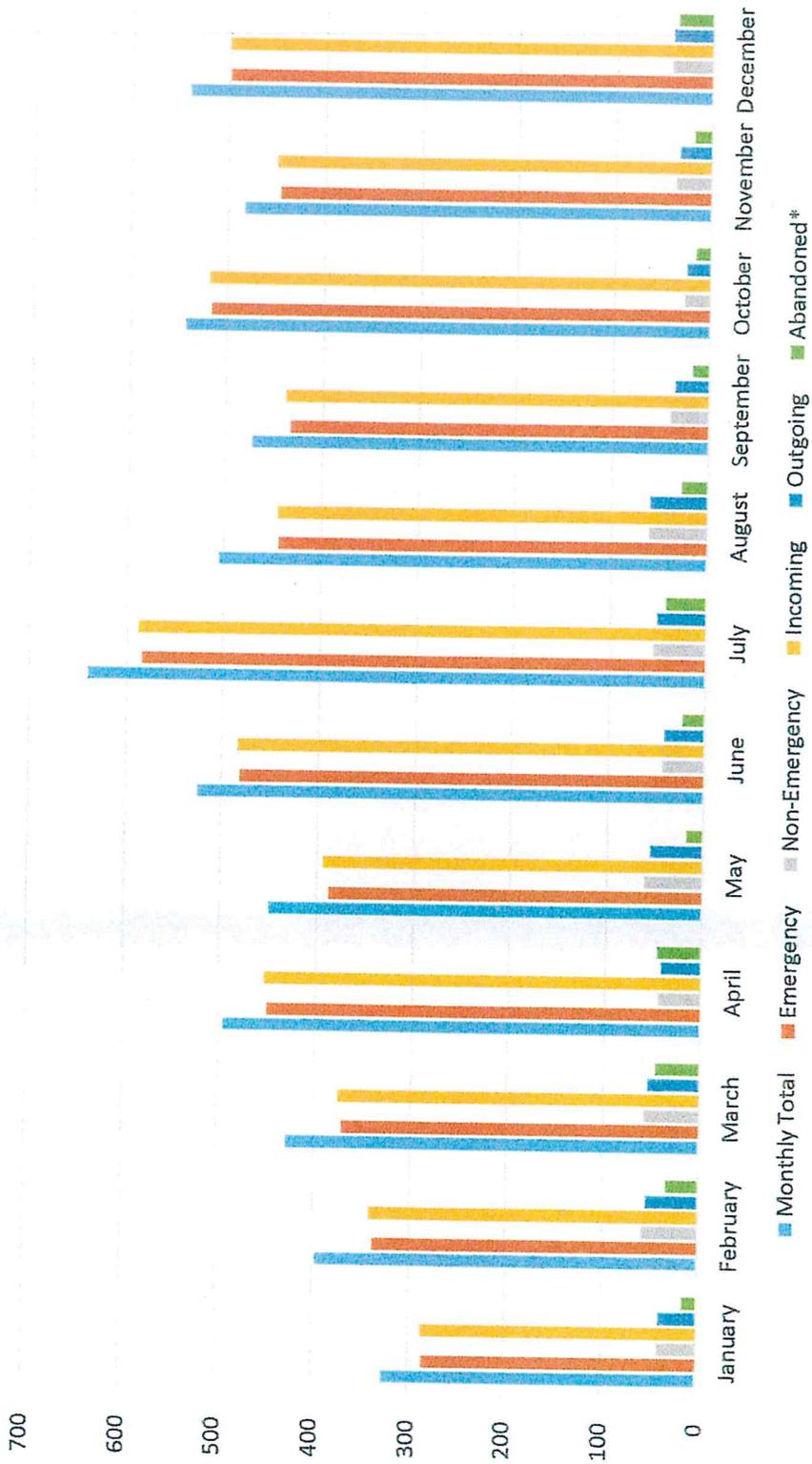
Incident Reports Created	<u>ALL</u> 1258	<u>INCIDENTS</u> 982	<u>MISC.</u> 196	<u>FAMILY VIOL.</u> 80
Incident Reports Cleared	<u>ALL</u> 942	<u>BY ARREST</u> 356	<u>UNFOUNDED</u> 560	<u>EXCEPTIONALLY</u> 26
Property Involved			<u>STOLEN</u> \$387,801	<u>RECOVERED</u> \$129,873
Incident Type Level			<u>FELONY</u> 356	<u>MISDEMEANOR</u> 694
Investigative Files Opened				143
Investigative Files Assigned				143
Investigative Files Cleared				88
Drug Related Investigative Files Opened				8
Drug Related Investigative Files Cleared				6
Arrests / Booking Records				407
Citations Issued				1718
Warnings Issued				428
Ordinance Violations				42
<u>Court Services</u>			<u>RECEIVED</u>	<u>SERVED</u>
Civil Papers			0	0
Subpoenas			0	0
Warrants			466	387
Accident Reports		<u>ALL</u> 363	<u>CRASH</u> 250	<u>PRIV PROP</u> 113

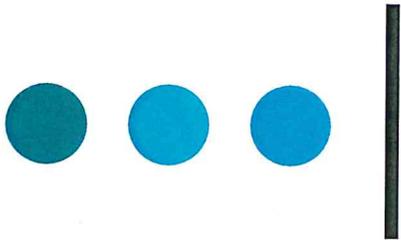
City of West Point 9-1-1 Call Volume by Month - 2015

	Monthly Total	Call Category			Call Origin		Abandoned*
		Emergency	Non-Emergency		Incoming	Outgoing	
January	327	286	41		287	40	15
February	397	338	59		342	55	34
March	429	371	58		375	54	46
April	495	450	45		453	42	46
May	449	388	61		394	55	17
June	525	481	44		483	42	23
July	639	584	55		588	51	42
August	505	444	61		445	60	27
September	473	433	40		438	35	17
October	543	516	27		518	25	15
November	483	446	37		450	33	18
December	541	499	42		500	41	36
Total	5806	5236	570		5273	533	336
			5806			5806	336

**The Abandoned Call Count total is also included in the Incoming Call Origin Count.*

City of West Point Georgia 9-1-1 Call Volume by Month - 2015





NEW BUSINESS

2016 Election of Mayor Pro-Tem

Motion by _____ second by _____ to elect _____ as Mayor Pro-Tem

2016 Appointment of City Officers

Motion by _____ second by _____ to appoint _____ as Municipal Court Judge

Motion by _____ second by _____ to appoint _____ as City Recorder Pro Tempore

Motion by _____ second by _____ to appoint _____ as Prosecuting Attorney

Motion by _____ second by _____ to appoint _____ as Assistant Prosecuting Attorney

Motion by _____ second by _____ to appoint _____ as City Attorney

Motion by _____ second by _____ to appoint _____ as Public Defender

2015/Current Officers

Mayor Pro-Tem – Gloria Ramsey Marshall

Municipal Court Judge – Wesley Leonard

City Recorder Pro-Tem – Kenneth S. Rearden

Prosecuting Attorney – Julian A. Mack

Assistant Prosecuting Attorney – Jeffery M. Todd

City Attorney – Jeffery M. Todd

Public Defender – Mark Carlton

Resolution

WHEREAS, the Mayor and Council of the City of West Point have reviewed the actual revenues and expenditures at the end of fiscal year 2015 and;

WHEREAS, this body is satisfied that the revenues and expenditures during this period were appropriate and necessary to the operation of the City government.

NOW THEREFORE BE IT RESOLVED; by the Mayor and Council does hereby amend the 2015 City Budget originally adopted to reflect the actual total revenues and expenditures at the end of fiscal year 2015.

Adopted this 11th day of January, 2016.

ATTEST:

Richard McCoy, City Clerk

A. Drew Ferguson IV, Mayor

Volunteers Needed to Serve on City Boards, Authorities or Commissions

Overview

Boards Authorities and Commissions are an established feature of municipal government which offers citizens an extraordinary opportunity to participate in a city's government affairs. Their activities have helped to shape or influence public policy in many areas. The City of West Point has boards, authorities and commissions that endeavor to reflect the varied interests of West Point citizenry. Several of the City's boards and commissions are required and established by state law, while others result from provisions of the City Charter or form local ordinances. They address such subjects as planning, zoning, development and parks and recreation. Although many boards, authorities and commissions are advisory, their influence and value can be significant. They make recommendations on a wide range of topics that come before the City Council. Several boards and commissions are quasi-judicial, which means the Council has delegated some portion of its legislative authority to a citizen board.

How to apply

Applications are available on the city website and at City Hall. The application contains a list of the various boards and details the application process.

2016 Board Appointments

February Agenda:

- (1) Troup County Election Board
 - Vacant 12/31/2015

March Agenda:

- (3) Board of Adjustments
 - Phillip McClellan (Incumbent) 3/5/2016
 - Vacant Seat
 - Vacant Seat
- (2) Hawkes Library
 - Tammy Dycus (Incumbent) 3/1/2016
 - Michael Markle Andrews (Incumbent) 3/1/2016
- (1) Municipal Planning Board
 - Joel Finlay (Incumbent) 3/15/2016

June Agenda:

- (2) Keep Troup Beautiful
 - Thomas Scott (Incumbent) 6/30/2016
 - Vacant

October Agenda:

- (1) West Point Historic Commission
 - Larry Duncan (Incumbent) 10/1/2016
 - Joe Thompson (Incumbent) 10/1/2016

December Agenda:

- (1) Troup County Parks & Recreation
 - Kris Cagle (Incumbent) 12/31/2016
- (2) West Point Development Authority
 - Wiki Gladden (Incumbent) 12/31/2016

All applicants received, including those from incumbents, will be reviewed and considered for an interview.



CITY OF WEST POINT COUNCIL REPORT

January 11, 2016

AGENDA ITEM:

Rezoning Request – Parcel no. 006 065E (East side of Hwy. 103)

PURPOSE:

A request by Leigh Ann Green on behalf of JHJ Harris 65, LLC and RCB Harris 35, LLC to rezone 222.5 acres on Highway 103 from its current zoning: R-1A (low-density residential), to MXD-1 (Mixed-use commercial/residential).

BACKGROUND:

This property being considered is parcel no. 006 065, lies in land lots 178 and 225 of the 5th district of Harris County that is composed of 222.5 acres located on the East side of Hwy. 103 across from the “Harris Creek” Subdivision.

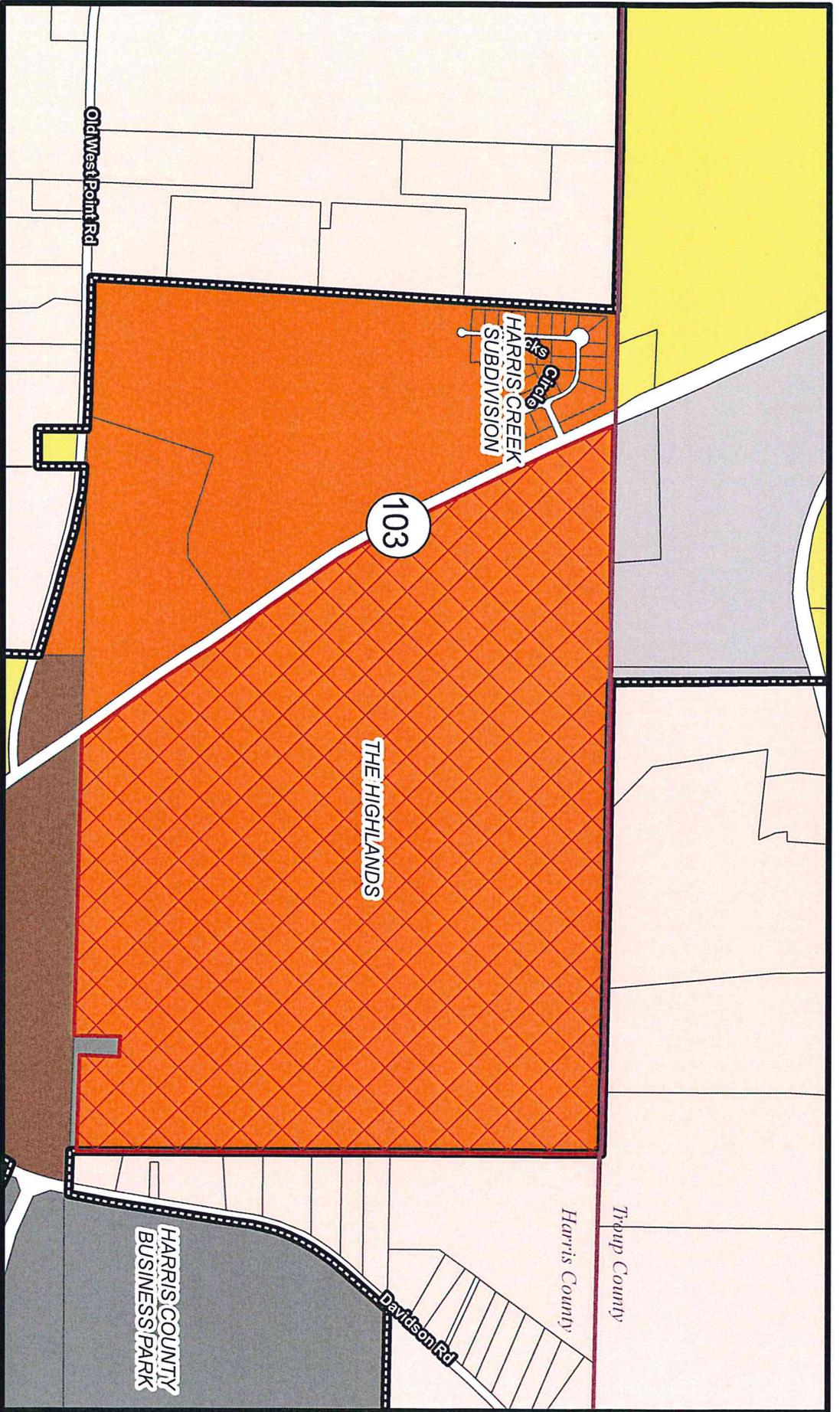
Upon purchasing the land from The Villages at Harris Creek in April of 2014, the new and current owners requested to rezone the property from its original zoning: MXD-1 to R-IA. According to the May 1, 2014 Planning Board agenda item, their decision to change the zoning was “to eliminate the commercial requirement that goes along with the Mixed Use zoning. The applicants are in the residential business and did not feel at the time that the property lent itself to commercial development.”

However, Due to the recent successes of residential development and continued job growth, the property owners had a market study preformed which stated "...there is an opportunity to attract shoppers from the surrounding area, particularly to the south and west in Harris County." Consequentially, while the development is largely focused on residential, the property owners feel that commercial would be beneficial for the area considering such uses are not allowed in current zoning designations for the area.

The application has been reviewed by city staff and find that it meets the requirements of the zoning ordinance and meets the requirement regarding the minimum time of twelve (12) months between rezoning.

RELATED MATERIALS:

See maps and other related materials on following pages.

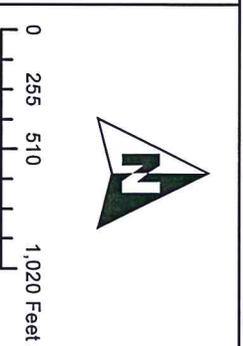


LEGEND

	R-1A Low Density Residential
	R - 2 High Density Residential
	MXD-1 Mixed Use (Com/Res)
	I-1 Light Industrial
	I-2 Heavy Industrial
	Non-West Point

THE HIGHLANDS REZONING

R-1A to MXD-1



This map is the intellectual property of:
THE CITY OF WEST POINT, GA

Author: Sara Snyder-Thompson
 Date: 12/17/2015
 Intended Use: Illustrative material to assist Planning Board & Council in decision making process.



CITY OF WEST POINT, GEORGIA

Planning & Zoning Department

730 1ST Avenue

West Point, Georgia 31833

Office (706) 645-3534

Fax (706) 643-8150

APPLICATION TO AMEND ZONING MAP

Note to Applicant: Please be sure to complete all entries on the application form. If you are uncertain to the applicability of an item, contact The Planning & Zoning Department at 706-645-3534. Incomplete applications or applications submitted after the deadline will not be accepted.

Name of Applicant Leigh Ann Green

Mailing Address P.O. Box 1149 - Tyrone, GA 30290

Telephone (770) 318-9912

Property Owner (Use back if multiple names) JHS HARRIS 65, LLC & RCB HARRIS 35, LLC.

Mailing Address 252 Smokerise Trace, Peachtree City, GA 30269

Telephone (678) 416-2498

Address/Location of Property Hwy 103, West Point, GA 31833

Map # 006 065 Block # _____ Parcel # 065 Land Lot 178, 225

District/Section 5th Size of Property (Square Feet or Acres) 222

Present Zoning Classification: R-2 Proposed Zoning Classification MXD-1

Present Land Use: VACANT LAND

To the best of your ability, please answer the following questions regarding the application:

Explain how conditions have changed that renders the zoning map designation invalid and no longer applicable The zoning designation is not completely invalid however; with the growth of Harris County Industrial Park and residential property on Hwy 103, there is a growing need for

If the proposed zoning map change is an extension of an existing adjacent zoning district, provide an explanation why the proposed extension should be made Commercial Services.

If the requested change is not designed to extend an adjacent zoning district, explain why this property should be placed in a different zoning district than all adjoining property. In other words, how does this property differ from adjoining property and why should it be subject to different restrictions? The MXD-1 Zoning District would allow for some commercial uses which is needed and not allowed on the majority of property in this area. The major use of this property will continue to be residential.

Application to Amend Zoning Map

City of West Point, Georgia

- 8. For multiple owners, a Property Owner's Authorization form shall be submitted for each owner.
- 9. Fees for Amending the Zoning Map shall be made payable to the City of West Point in the amount shown in the fee schedule.

PLEASE NOTE: THIS APPLICATION MUST BE FILED BY THE 25th DAY OF THE MONTH TO BE CONSIDERED FOR THE PLANNING BOARD MEETING IN THE FOLLOWING MONTH.

I (We) hereby authorize the staff of the City of West Point to inspect the premises of the above-described property. I (We) do hereby certify the information provided herein is both complete and accurate to the best of my (our) knowledge, and I (we) understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application.

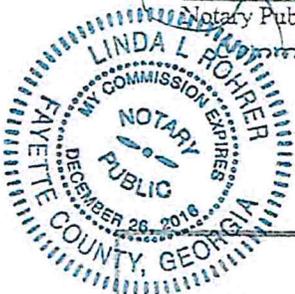
Sworn to and subscribed before me this

4th day of December 2015 Signature of Applicant S

(Affix Raised Seal Here)

Linda L. Rohrer
Notary Public

My Commission Expires: Dec. 26, 2016



FOR OFFICIAL USE ONLY

DATE OF PRE-APPLICATION CONFERENCE _____

RECEIVED BY _____

DATE OF FILING _____

FILING FEE RECEIVED _____

DATE OF NOTICE TO NEWSPAPER _____

DATE OF PUBLIC HEARING _____

PLANNING BOARD RECOMMENDATION (DATE) _____

DATE OF TRANSMITTAL TO CITY COUNCIL _____

CITY COUNCIL DECISION (DATE) _____



City of West Point, Georgia
Attachment C
Property Owner's Authorization

The undersigned below, or as attached, is the owner of the property which is the subject of this application. The undersigned does duly authorize the applicant named below to act as applicant in the pursuit of a rezoning of the property.

Name of Property Owner John Hardy Jones JHT Harris 65, LLC

Telephone Number (678) 416 2498

Address of Subject Property Hwy 103
West Point, GA 31833

I swear that I am the owner of the property which is the subject matter of the attached application, as it is shown in the records of Harris County or ~~Troup County~~ Georgia.



Signature of Property Owner

Personally appeared before me

John Hardy Jones

who swears the information contained in this authorization is true and correct to the best of his/her knowledge and belief.


Notary Public

December 4, 2013
Date

Commission expires: Dec. 26, 2016





City of West Point, Georgia
Attachment C
Property Owner's Authorization

The undersigned below, or as attached, is the owner of the property which is the subject of this application. The undersigned does duly authorize the applicant named below to act as applicant in the pursuit of a rezoning of the property.

Name of Property Owner Robert C. Baral RCB Harris 35, LLC

Telephone Number (812) 535-9495

Address of Subject Property Highway 103
West Point, GA 31833

I swear that I am the owner of the property which is the subject matter of the attached application, as it is shown in the records of Harris County or ~~Troup County~~, Georgia.

Signature of Property Owner

Personally appeared before me

Robert C. Baral

who swears the information contained in this authorization is true and correct to the best of his/her knowledge and belief.

Notary Public



(Affix Raised Seal Here)

December 4, 2015
Date

Commission expires: Dec. 26, 2016

LEWIS, TAYLOR & TODD, P.C.

ATTORNEYS AT LAW
SUITE 3
205 NORTH LEWIS STREET
POST OFFICE DRAWER 1027
LAGRANGE, GEORGIA 30241

JOHN M. TAYLOR
JEFFREY M. TODD

JAMES R. LEWIS
(1928-1996)
GEORGE E. SIMS, JR.
(1917-1967)
FAX (706) 882-4905
TELEPHONE (706) 882-2501

December 23, 2015

VIA EMAIL

Ms. Sara Thompson, City Planner
CITY OF WEST POINT
P.O. Box 487
West Point, Georgia 31833
sarathompson@CityofWestPointGA.com

RE: Rezoning Ordinance

Dear Sara:

From the information contained within your rezoning report, we have prepared the enclosed rezoning ordinance for the property located on Highway 103. As you point out, the current Harris County Tax Assessor information certainly does not square with the parcel number in the ordinance, so we should monitor that and insure that it is ultimately corrected.

Should you require any changes or have any questions, please let me know.

With best regards, I am

Very truly yours,

LEWIS, TAYLOR & TODD, P.C.

Jeffrey M. Todd

JT/atb
Attachment
cc: Sammy Osborne
Kristin Lester

AN ORDINANCE

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF WEST POINT TO AMEND THE CODE OF THE CITY; TO AMEND THE ZONING MAP AND ORDINANCES OF THE CITY SO AS TO RECLASSIFY THE USE ZONE OF REAL ESTATE LOCATED ON HIGHWAY 103 IN HARRIS COUNTY, GEORGIA, AND OWNED BY JHJ HARRIS 65, LLC AND RCB HARRIS 35, LLC; TO REPEAL CONFLICTING ORDINANCES; TO FIX AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

BE IT ORDAINED BY THE CITY COUNCIL OF WEST POINT, AS FOLLOWS:

SECTION 1:

That the zoning map and ordinances of the City of West Point be amended so as to reclassify as MXD-1 (Mixed-use commercial/residential district) the following described real estate, to wit:

All that tract or parcel of land lying and being in Land Lots 178 and 225 of the 5th Land District of Harris County, Georgia, containing 222.5 acres, more or less, located on the east side of Highway 103, and known as Harris County Tax Map Parcel Number 006-065E.

SECTION 2:

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 3:

This ordinance shall become effective immediately upon its adoption by the City Council.

READ AND ADOPTED _____

ATTEST:

A. Drew Ferguson, IV, Mayor

City Clerk

Joseph R. Downs, III, Councilmember

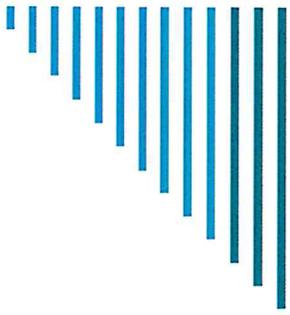
Gerald W. Ledbetter, Councilmember

Gloria R. Marshall, Councilmember

Sandra Thornton, Councilmember

Steve Tramell, Councilmember

Benjamin F. Wilcox, Councilmember



INFORMATION



THE HOUSING AUTHORITY OF THE CITY OF WEST POINT, GA
BALANCE SHEET
OCTOBER 31, 2015

Assets		
Cash		\$ 43,624
Tenant Accounts Receivable (Net)		33,269
Investments		1,086,000
Prepaid Expenses and Other Assets		16,954
Land, Structures & Equipment	\$ 12,516,815	
Less: Accumulated Depreciation	<u>(9,509,584)</u>	
		<u>3,007,231</u>
Total Assets		<u>\$ 4,187,078</u>
Liabilities		
Tenant Security Deposits	\$ 41,010	
Accounts Payable - Vendor	-	
Accounts Payable - HACG	96,228	
Payment in Lieu of Taxes	16,043	
Accrued Salaries & Wages	-	
Accrued Compensated Absences	32,790	
Other Liabilities	<u>11,800</u>	
Total Liabilities		<u>\$ 197,871</u>
Surplus		
HUD-PHA Contributed Assets	\$ 3,007,231	
Operating Reserve	<u>981,976</u>	
Total Surplus		<u>\$ 3,989,207</u>
Total Liabilities and Surplus		<u>\$ 4,187,078</u>

THE HOUSING AUTHORITY OF THE CITY OF WEST POINT, GA
 INCOME STATEMENT
 As of
 OCTOBER 31, 2015

	YEAR-TO-DATE			2016 ANNUAL BUDGET
	Actual	Budget	Favorable/ (Unfavorable) Variance	
REVENUES				
Rental Income	\$ 243,994	\$ 237,003	\$ 6,991	\$ 711,010
Other Income	5,118	8,667	(3,549)	26,000
HUD Subsidy	330,411	327,332	3,079	981,996
CFP Operating Transfer	-	-	-	-
Total Revenues	\$ 579,523	\$ 573,002	\$ 6,521	\$ 1,719,006
EXPENSES				
Administrative	\$ 42,703	\$ 48,332	\$ 5,629	\$ 144,995
Property Mgmt/Accounting Fee/Frontline Fees	58,741	58,010	(731)	174,030
Resident Service	3,834	4,294	460	12,882
Utilities	166,608	201,667	35,059	605,000
Ordinary Maintenance	105,010	148,124	43,114	444,371
General Expenses	48,830	54,415	5,585	163,246
Extra-Ordinary Maintenance	-	-	-	-
Capital Expenditures	7,390	11,667	4,277	35,000
Total Expenses	\$ 433,116	\$ 526,508	\$ 93,392	\$ 1,579,524
Net Income/ (Deficit) from Operations	\$ 146,407	\$ 46,494	\$ 99,913	\$ 139,482

THE HOUSING AUTHORITY OF THE CITY OF WEST POINT, GA
 Grant Funding
 OCTOBER 31, 2015

Grant Funding	Program End Dates	Approved Budget	Total Obligated	Actual Expenditures	Remaining to Obligate	Remaining to Disburse
CFP - FY'13 (994)	09/08/15 Obligate 09/08/17 Disburse	272,761	272,761	272,761	-	-
CFP - FY'14 (910)	05/12/16 Obligate 05/12/18 Disburse	255,916	37,523	34,793	218,393	221,123
CFP - FY'15 (938)	04/12/17 Obligate 04/12/19 Disburse	277,264	27,726	27,726	249,538	249,538
ROSS - FY'12 (992)	12/17/13 Effective 12/17/16 Disburse	191,565	111,603	111,603	79,962	79,962
Total Grants		<u>\$ 997,506</u>	<u>\$ 449,613</u>	<u>\$ 446,883</u>	<u>\$ 547,893</u>	<u>\$ 550,623</u>

*CFP = Capital Fund Program (Modernization)
 ROSS = Resident Opportunity for Self-Sufficiency*

RESOLUTION NO. _____

**A RESOLUTION TO ADOPT
UPDATED MAINTENANCE CHARGES
FOR THE HOUSING AUTHORITY OF THE CITY
OF WEST POINT, GEORGIA RESIDENTS**

WHEREAS, the list of maintenance charges to residents was last updated in 2006; and

WHEREAS; the list of maintenance charges to residents enumerates the fees charged to residents for work performed by the Housing Authority to repair or replace property damaged by residents; and,

WHEREAS; the Updated List of Maintenance Charges to Residents has been posted in the development offices and made available to the residents for the required minimum of at least thirty days; and

WHEREAS; no comments have been received relating to the Updated List of Maintenance Charges to Residents;

BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of West Point, Georgia hereby adopts the Updated List of Maintenance Charges to Residents at the Board Meeting on December 17, 2015 to be effective January 1, 2016.

Wiky Gladden
Chairperson

J. Len Williams, CPM
Chief Executive Officer

Maintenance Charge List For other Than Fair Wear and Tear	Old Price	New Price Only Material	New Price + 15%
Service Charge (Per Hour)			
During Working Hours	26.00	29.00	
After Working Hours	39.00	42.00	
Remove Trash			
Remove Furniture			
Remove Appliances			
SCREENS			
Union Jack Screens for storm doors	68.00	85.00	97.75
Manufacturing heavy duty window screens complete	171.00	171.00	196.65
Rescreen Heavy Duty	66.20	66.20	76.13
Standard Screen	34.00	34.00	39.10
PANES			
Window Panes	22.00	22.00	25.30
Double Window Pane (Remotes)		84.00	96.60
Window Panes - 24 x 38 (West Point)		63.30	72.80
Window Panes - 27 x 34 (West Point)		22.30	25.65
Window Panes - 24 x 27 (West Point)		20.00	23.00
Door Panes (Regular Glass)	23.00	23.00	26.45
Storm Door Panes	44.00	44.00	50.60
Window Lock	14.00	14.00	16.10
Balance Rod	35.00	35.00	40.25
Window stools		125.00	143.75
Complete Single Hung Window	328.00	328.00	377.20
Double Pane - 32 1/2 x 52 1/2 (Farley)	162.43	162.43	186.79
Single Pane - 32 1/2 x 52 1/2 (Farley)	122.39	122.39	140.75
Double Pane - 24 1/2 x 36 1/2 (Farley)	207.98	207.98	239.18
Single Pane - 24 1/2 x 36 1/2 (Farley)	172.19	172.19	198.02
EXTERIOR DOORS			
Replace exterior door	149.00	155.00	178.25
Replace exterior door (Farley)	300.00	300.00	345.00
Replace exterior door 32" Steel (Remotes)		368.00	423.20
Replace exterior door 36" Steel (Remotes)		379.50	436.43
Replace exterior door 32" & 36" (West Point)		365.00	419.75
Replace peep hole	17.00	17.00	19.55
Weather Strip (Per door)	22.00	22.00	25.30
Door Sweep	21.00	21.00	24.15
Threshold	35.00	35.00	40.25
Striker Plate	16.00	16.00	18.40
Knob (Exterior)	14.00	14.00	16.10

Maintenance Charge List For other Than Fair Wear and Tear	Old Price	New Price Only Material	New Price + 15%
LOCKS-EXTERIOR DOOR			
Change out locks		31.00	35.65
Entrance door key (Per key)	8.00	8.00	9.20
Set of Deadbolt Locks	39.00	39.00	44.85
Re-Key door lock - 4 each at \$10.00 a piece	40.00	40.00	46.00
Set of Deadbolt Locks (x2 - WW)	44.85	44.85	51.58
Replace cores (West Point)		16.50	18.98
STORM DOORS			
Storm Door (Complete)	311.00	311.00	357.65
Storm Door - Metal (Farley)	225.00	225.00	258.75
Storm Door with dead bolts	407.00	407.00	468.05
Storm Door with dead bolts (Remotes)		468.05	538.26
Storm Door Frame (Farley)	155.00	155.00	178.25
Storm door latch	18.00	18.00	20.70
Storm door repair	29.00	29.00	33.35
Storm door sweep	18.00	18.00	20.70
Storm door handle	15.00	15.00	17.25
Weather Stripping	22.00	65.00	74.75
Storm door closure	21.00	21.00	24.15
INTERIOR DOORS			
Replace interior door	70.00	70.00	80.50
Replace interior door - 24" (West Point)		72.28	83.12
Replace interior door - 28" (West Point)		75.14	86.41
Replace interior door - 32" (West Point)		77.55	89.18
Replace interior door - 30" (West Point)		75.14	86.41
Door sweep	21.00	21.00	24.15
Replace door hinge (each)	20.00	20.00	23.00
Door stop (floor and door mount)	18.00	18.00	20.70
Door knobs (set)	26.00	26.00	29.90
Replace passage locks	41.00	41.00	47.15
Replace door, solid core oak Veneer	287.00	287.00	330.05
Repair door lock	13.00	13.00	14.95
Closet rod	23.00	23.00	26.45
Closet shelf bracket		1.73	1.99
Bi-fold closet door knobs (set)	25.00	25.00	28.75
Striker Plate	18.00	18.00	20.70

Maintenance Charge List For other Than Fair Wear and Tear	Old Price	New Price Only Material	New Price + 15%
BATHROOM			
New commode	131.29	150.98	173.63
New commode (Farley)	249.99	249.99	287.49
Handicap commode	182.00	239.00	274.85
Seat	23.00	23.00	26.45
Tank	69.24	69.24	79.63
Bowl	73.00	73.00	83.95
Handicap seat	26.00	26.00	29.90
Handicap tank	68.00	68.00	78.20
Handicap bowl	122.00	122.00	140.30
Tank lid (Plastic)	27.00	27.00	31.05
Tank handle	20.00	20.00	23.00
Tank Bladder	119.99	119.99	137.99
Cartridge	33.99	33.99	39.09
Replace lavatory sink	228.00	228.00	262.20
P-trap	32.00	32.00	36.80
Single lever mixer	76.00	76.00	87.40
Tub faucet	110.00	110.00	126.50
Faucet handle	35.00	35.00	40.25
Soap dish (ceramic)		29.00	33.35
Soap dish (Metal)	15.00	15.00	17.25
Soap dish (Plastic)	30.00	30.00	34.50
Stopper	8.00	8.00	9.20
Control Assembly	30.00	30.00	34.50
Trim kit	48.00	48.00	55.20
Replace Bathtub	1300.00	1300.00	1495.00
Diverter sprout (Add on Shower)	55.00	55.00	63.25
Shower head	33.00	33.00	37.95
Handicap shower head	75.00	75.00	86.25
Tub stopper	12.00	12.00	13.80
Towel bar (Ceramic)	28.00	28.00	32.20
Towel bar (Metal)	18.00	18.00	20.70
Towel bar (Plastic)	18.00	18.00	20.70
Toilet paper holder (Ceramic)	25.00	25.00	28.75
Tissue roller (Metal)	11.00	11.00	12.65
Toothbrush holder (Metal)	15.00	15.00	17.25
Toothbrush holder (Ceramic)	25.00	25.00	28.75
Unstop toilet		29.00	33.35
Unstop lavatory sink		29.00	33.35

Maintenance Charge List For other Than Fair Wear and Tear	Old Price	New Price Only Material	New Price + 15%
KITCHEN			
Replace kitchen sink	197.00	197.00	226.55
Faucet handle	33.00	33.00	37.95
Faucet set	64.69	64.69	74.39
Faucet set (Remotes)		74.75	85.96
Control assembly	23.00	23.00	26.45
Flat sink strainers	10.00	10.00	11.50
Crumb basket	13.00	13.00	14.95
Sink stopper	14.00	14.00	16.10
P-trap	31.00	31.00	35.65
Faucet aerator	5.19	5.19	5.97
Washing machine box	42.00	42.00	48.30
Unstop kitchen sink		29.00	33.35
CABINETS AND COUNTERS			
Base cabinet-includes material/labor	1090.00	1090.00	1253.50
Wall cabinet-includes a material/labor	395.00	395.00	454.25
Medicine cabinet	55.00	55.00	63.25
Shelf medicine cabinet	18.00	18.00	20.70
Countertops - 8 foot		120.00	138.00
ELECTRICAL			
Light switches (All)	21.00	21.00	24.15
Light switch plates (All)	11.00	11.00	12.65
Heat pump thermostat		42.32	48.67
Receptacle (All)	18.00	18.00	20.70
Receptacle plates (All)	11.00	11.00	12.65
Receptacle plate - blank	10.00	10.00	11.50
Receptacle box	32.00	32.00	36.80
GFI receptacle	26.00	26.00	29.90
Light Fixtures			
Pantry-porcelain	22.00	22.00	25.30
Ceiling-porcelain	22.00	22.00	25.30
Porch	43.00	43.00	49.45
Bathroom	48.00	48.00	55.20
Bedroom	48.00	48.00	55.20
Fluorescent light fixtures with bulbs (2)	63.00	63.00	72.45
Globes			
Bedroom	15.00	15.00	17.25
Bathroom	17.00	17.00	19.55
Porch	11.00	11.00	12.65

Maintenance Charge List For other Than Fair Wear and Tear	Old Price	New Price Only Material	New Price + 15%
ELECTRICAL (cont'd)			
Clip on Shades			
Wall	11.00	11.00	12.65
Ceiling	21.00	21.00	24.15
Bulbs			
All size light bulbs	8.00	8.00	9.20
CFL Triple Bulb - 18 Watt	11.50	11.50	13.23
CFL Triple Bulb - 13 Watt	8.25	8.25	9.49
Twist Spring Lamp - 27 Watt	8.25	8.25	9.49
Twist Spring Lamp - 23 Watt	7.75	9.50	10.93
Heat lamp bulbs	13.00	13.00	14.95
Fluorescent light bulbs (2)	15.00	15.00	17.25
Smoke Alarm			
Replace smoke alarm-battery	14.00	14.00	16.10
Battery (9-volt)	8.00	8.00	9.20
Replace smoke alarm-electrical	19.00	19.00	21.85
Circuit Breaker			
Inside	30.00	30.00	34.50
Outside	175.00	175.00	201.25
Ground fault	64.00	64.00	73.60
WATER HEATER			
Control	91.50	91.50	105.23
Control knob	15.00	15.00	17.25
REFRIGERATOR			
Replace refrigerator	448.00	448.00	515.20
Left/right handle	45.00	45.00	51.75
Temperature control knob	14.00	14.00	16.10
Vegetable bin cover	43.00	43.00	49.45
Crisper	46.45	46.45	53.42
Appliance bulb	8.00	8.00	9.20
Door Gasket	41.00	41.00	47.15
Door bar	40.30	40.30	46.35
Refrigerator rack	48.29	48.29	55.53
Ice trays	9.00	9.00	10.35
Clean refrigerator	91.00	91.00	104.65
Remove/Install Refrigerator (resident has Own)	16.00	16.00	18.40

Maintenance Charge List For other Than Fair Wear and Tear	Old Price	New Price Only Material	New Price + 15%
GAS STOVE			
Replace stove (used)	291.00	291.00	334.65
Replace stove - 20" gas	496.00	496.00	570.40
Replace stove - 14" gas (West Point)		414.00	476.10
Replace stove - 20" gas (West Point)		433.00	497.95
Replace stove - 30" gas (West Point)		490.00	563.50
Brown Stove (Remotes)		424.35	488.00
Stove top	49.80	49.80	57.27
Top burner gas control kit	42.00	42.00	48.30
Stove burners replace	25.00	25.00	28.75
Backsplash	75.00	75.00	86.25
Top burner igniter	65.23	65.23	75.01
Top burner knob	9.00	9.00	10.35
Oven control knob	10.00	10.00	11.50
Oven temp control gas valve	86.84	86.84	99.87
Burner top (All)	49.00	49.00	56.35
Oven thermostat	86.84	86.84	99.87
Broiler tray	25.00	25.00	28.75
Ignition lead (All)	41.00	41.00	47.15
Oven door seal	31.80	31.80	36.57
Clean stove	95.00	95.00	109.25
Clean burner (Each)	20.00	20.00	23.00
GE 30" ELECTRIC STOVE			
Replace stove	429.00	429.00	493.35
Replace stove - 20" (West Point)		359.00	412.85
Replace stove - 24" (West Point)		382.00	439.30
Replace stove - 30" (West Point)		406.00	466.90
Stove Top	111.75	111.75	128.51
Surface Unit 8"	35.27	35.27	40.56
Surface Unit 6"	27.87	27.87	32.05
Drip Pan 8"		12.00	13.80
Drip Pan 6"		14.00	16.10
Oven element	24.00	36.11	41.53
Oven door glass		97.50	112.13
Oven gasket		25.88	29.76
Knob	9.00	9.00	10.35
Clock	43.46	43.46	49.98

Maintenance Charge List For other Than Fair Wear and Tear	Old Price	New Price Only Material	New Price + 15%
VENT HOOD			
Fire Pod	22.00	22.00	25.30
Stainless Steel	107.00	129.00	148.35
Replace vent hood	50.00	50.00	57.50
Vent hood light cover		3.45	3.97
Filter	14.00	14.00	16.10
Blade	15.00	15.00	17.25
Fan Motor	34.00	40.00	46.00
SEWER TRUCK			
Use for the 1st Hour	350.00	350.00	402.50
Use for each hour after	200.00	200.00	230.00
GENERAL CHARGES			
Unlock door during business hours (West Point)		10.00	11.50
Unlock door after business hours (West Point)		12.00	13.80
Apartment letter (Each)	36.00	36.00	41.40
Building number (Each)	46.00	46.00	52.90
Umbrella clothesline	77.00	77.00	88.55
Clothesline wire (Per line)	8.00	8.00	9.20
Handrail bracket	13.00	13.00	14.95
Shade bracket curtain rod holder (Per set)	16.00	16.00	18.40
Floor tile (Per box)	43.99	43.99	50.59
Ceramic tile (Per box)	37.63	37.63	43.27
Floor tile (Each) + Labor	5.00	5.00	5.75
Ceramic tile (Each) + Labor	0.45	0.45	0.52
<p>All items not listed will be charged: materials + 15% + Labor Rate of 29.00 Per hour After hours will be charged: Materials + 15% + Labor Rate of 42.00 Per Hour (1 hr min)</p> <p>Fire damage (Resident at fault): Residents responsible for amount of property insurance deductible (currently \$7,500.00)</p>			
CARPET			
Nicholson Terrace:			
1st Year	655.00	655.00	753.25
EJ Knight			
1st Year	704.00	704.00	809.60
Carpet prices will depreciate at the rate of 20% each year.			

RESOLUTION AUTHORIZING THE CHARGE-OFF OF FORMER RESIDENT
ACCOUNT BALANCES TO COLLECTION LOSS FOR
THE AUTHORITY'S PUBLIC HOUSING DEVELOPMENTS
FOR THE MONTH ENDED NOVEMBER 30, 2015

WHEREAS, detailed statements of various resident account balances are of record in the Authority's files;

WHEREAS, the circumstances of the balances due to the Authority have been fully considered, and there is no reasonable prospect of collection without unwarranted expense;

BE IT THEREFORE RESOLVED that the necessary entries are authorized to clear the books and records for vacated resident account balances as follows:

<u>DEVELOPMENT NAME</u>	<u>RENT</u>	<u>RETRO</u>	<u>MAINT</u>	<u>OTHER</u>	<u>TOTAL</u>	<u>COUNT</u>
PINE RIDGE APARTMENTS - 741	1,410.00	-	-	530.58	\$ 1,940.58	0
GRANT APARTMENTS - 742	-	-	-	-	\$ -	0
O.J. COOK 1 APARTMENTS - 743	2,566.32	-	-	613.54	\$ 3,179.86	0
O.J. COOK 2 APARTMENTS - 744	1,318.24	-	20.00	362.72	\$ 1,700.96	0
HIGHLANDS - 747	-	-	-	-	\$ -	0
TOTAL CHARGED TO COLLECTION LOSS	\$ 5,294.56	\$ -	\$ 20.00	\$ 1,506.84	\$ 6,821.40	0

Wiky Gladden
Chairperson

J. Len Williams, CPM
Chief Executive Officer

The Housing Authority of the City of West Point, Georgia

Special Board Meeting

Thursday, December 17, 2015

4:00 P.M.

AGENDA

	Page
1. Invocation	
2. Introduction of Guests	
3. Consider Approval of Minutes for Special Board Meeting of August 20, 2015 (Attached behind Agenda)	
4. Consider Approval of Staff Reports:	
Finance	1 – 3
5. Consider A Resolution Adopting The Updated Maintenance Charges for January 2016.....	4 – 11
6. Consider A Resolution Authorizing The Charging Off of Resident Account Balances For Month Ending November 30, 2015.....	12
7. Executive Director's Report	
8. Any and All Other Matters That May Be Brought Before the Board.	

Respectfully submitted,



J. Len Williams *for J.L.W.*
Secretary-Treasurer

THE HOUSING AUTHORITY OF THE CITY OF WEST POINT
SPECIAL BOARD MEETING
AUGUST 20, 2015

The Commissioners of the Housing Authority of the City of West Point, Georgia, met for the Special Board Meeting at the Rental Office Community Room in West Point on the 20th day of August 2015, as allowed by and in compliance with By-laws of the Authority.

Commissioner Wiky Gladden called the meeting to order at 4:00 p.m. and on roll call the following Commissioners answered present:

Burt Winston
Coleman Reeves

The following Commissioner(s) were absent:

Nekos Davis
Stan Rodimon

OTHERS PRESENT

Len Williams, Sabrina Richards, Derick Wolf, Tashee Singleton, Temekia Carr, Krista McDowell and Captain Kelley

INVOCATION

Wiky Gladden

INTRODUCTION OF GUESTS

Krista McDowell

ANNUAL ELECTION OF OFFICERS

Vice Chairman Gladden called for the annual election of officers and called for nominations for the Chairman and Vice-Chairman position.

Commissioner Coleman Reeves nominated Wiky Gladden as Chairperson. Following discussion and on motion by Commissioner Coleman Reeves and seconded by Commissioner Burt Winston, the board unanimously elected Commissioner Wiky Gladden as Chairperson.

Commissioner Burt Winston nominated Commissioner Coleman Reeves. Following discussion and on motion by Commissioner Wiky Gladden and seconded by Commissioner Burt Winston, the board unanimously elected Commissioner Coleman Reeves as Vice-Chairman

APPROVAL OF MINUTES OF THE SPECIAL BOARD MEETING OF MAY 21, 2015

There were no corrections made to the minutes. Motion was made by Commissioner Coleman Reeves and seconded by Commissioner Burt Winston. The board unanimously approved the minutes.

APPROVAL OF STAFF REPORTS

Following discussion and on motion by Commissioner Burt Winston, seconded by Commissioner Coleman Reeves, the board unanimously approved the financial and occupancy reports.

CONSIDER A RESOLUTION AUTHORIZING THE CHARGING OFF OF RESIDENTS ACCOUNT BALANCES FOR MONTH ENDING MAY 31, 2015

The Following Resolution was introduced and duly considered:

RESOLUTION NO: 1006-90

(The original of this Resolution is filed in the Resolution Binder)

Following discussion and on motion by Commissioner Reeves, seconded by Commissioner Winston, the board unanimously approved the report to charge off residents accounts balances in the amount of \$428.17.

CONSIDER A RESOLUTION AUTHORIZING THE CHARGING OFF OF RESIDENT ACCOUNT BALANCES FOR THE MONTH ENDING JUNE 30, 2015

The Following Resolution was introduced and duly considered:

RESOLUTION NO: 1006-91

(The original of this Resolution is filed in the Resolution Binder)

Following discussion and on motion by Commissioner Winston, seconded by Commissioner Reeves, the board unanimously approved the report to charge off residents account balances in the amount of \$99.90.

CONSIDER A RESOLUTION AUTHORIZING THE CHARGING OFF OF RESIDENT ACCOUNT BALANCES FOR THE MONTH ENDING JULY 31, 2015

The Following Resolution was introduced and duly considered:

RESOLUTION NO: 1006-92

(The original of this Resolution is filed in the Resolution Binder)

Following discussion and on motion by Commissioner Reeves, seconded by Commissioner Winston, the board unanimously approved the report to charging off residents account balances in the amount of \$2,132.32.

AWARD CONTRACT for ROOF REPLACEMENT at O.J. COOK APTS.

Derick Wolf of Modernization explained the resolution to move CFP monies into operating funds.

EXECUTIVE DIRECTOR'S REPORT

Mr. Williams informed the board of the options for RAD (Rental Assistance Demonstration) Award/Redevelopment.

The first option is to accept the RAD CHAP Award, to rehab 223 units and the rental office building. With the first option the Housing Authority will apply for LIHTC (Low Income Housing Tax Credit) in 2016. There will not be any permanent financial gap. The board was given an abbreviated financial report and it included the RAD rents and a 15 year pro-forma.

The second option would be under Section 18 which is the normal demolition and disposition process. We would take down all units and build 100 units on the Higgins Circle property and 100 units on the current site. For this option, estimates were based on Columbus' latest development, which will be Columbus Commons. Mr. Williams informed the board the housing authority does not meet the rehabilitation cost threshold for this option because the property is in good condition. HUD would likely not approve demolition.

Third option is Hybrid due to RAD to demolish/redevelopment. The city would need to contribute several million in funding to make this option work. Mr. Williams informed the board after speaking with DCA, they were concerned about not having adequate demand is the Forest Hills Apartments had been built. The housing authority could be facing Fair Housing issues because of lack of affordable housing in the community. Mr. Williams suggested that a meeting be scheduled with the City Manager and the Mayor regarding renovation and redevelopment options.

Mr. Williams advised the board to pass the resolution to allow a transfer of CFP monies into the general fund to give the board time to make a decision and meet the obligation duties of September 8, 2015.

A revised budget was attached to the resolution to transfer the fund for O.J. Cook Apartment Roof Replacement into general fund. Derick Wolf explained the resolution will be submitted to HUD.

CONSIDERED A RESOLUTION AUTHORIZING TO TRANSFER CFP TO OPERATING FUNDS

The following Resolution was introduced and duly considered:

RESOLUTION NO: 1006-93

(The original of the Resolution is filed in the Resolution Binder)

Following discussion and on motion by Commissioner Coleman Reeves and seconded by Commissioner Burt Winston, the board unanimously agreed to accept the Resolution to transfer CFP for O.J. Cooks Roof Replacement funds to operating fund.

ANY AND ALL OTHER MATTERS THAT MAY BE BROUGHT BEFORE THE BOARD

Mr. Williams asked the board to schedule a meeting with the City Manager and the Mayor in October.

With no further discussion meeting adjourned at 5:13 p.m.

Wiky Gladden, Chairman



J. Len Williams, Secretary-Treasurer

West Point Development Authority

Agenda

January 4, 2016

- 1. Invocation & Lunch**
- 2. Minutes**
- 3. Financial Report**
- 4. Old Business**
- 5. New Business**
 - Elect 2016 Officers**
- 6. Economic Development Director Report – Meghan Duke**
- 6. Adjournment**
- 7. Next meeting to be held on Monday, February 1, 2016 at 12:00 noon.**

WEST POINT DEVELOPMENT AUTHORITY
Meeting Minutes
December 7, 2015

Members Present: Josh Moon, Griggs Zachry, Lionel Johnson, and Wiky Gladden. Also present were Attorneys Ed Sprouse and Rob McKenna of Page, Scramton, Sprouse, Tucker, & Ford, WPDA Attorney Larry Nix, City Manager Ed Moon and Economic Development Director, Meghan Duke. DeeDee Williams was absent

Meeting was called to order and invocation given by Josh Moon.

Motion was made by Wiky Gladden and seconded by Griggs Zachry to approve the minutes of the November 2, 2015 meeting. Vote to approve was unanimous by all members present.

Motion was made by Griggs Zachry and seconded by Wiky Gladden to approve the financial report for November, 2015. Vote to approve was unanimous by all members present.

The preliminary budget for 2016 was presented. Members reviewed and requested to make revisions and present for approval at the January meeting.

2016 Meeting dates were presented to board members and all agreed to keep meeting dates the 1st Monday of each month.

Megan Duke reported activity for November.

Josh Moon presented information to issue a \$40,000,000 Taxable Industrial Revenue Bond for PowerTech America, Inc. Project for the purpose of financing certain equipment and other personal property to be utilized in manufacturing facilities for automobile transmissions and related products and such capital improvements, which includes Generation 3 transmission equipment/retool, Improvements to security/site entry, Front/Entrance parking lot expansion and improvement, and Improve Truck/Traffic flow. PowerTech America makes a commitment to create 25 new jobs over 7 years in addition to \$40,000,000 Private Investment.

Lionel Johnson made the motion to enter into the Option Agreement with PowerTech America, Inc. and to authorize Josh Moon, as Chairman, to sign on behalf of the WPDA, or if Josh Moon is unavailable, to authorize Lionel Johnson, as Vice Chairman, to sign on behalf of the WPDA. Griggs Zachry will sign as Secretary of the WPDA. Wiky Gladden seconded the motion. Vote to approve was unanimous by all members present.

There being no further business, the meeting was adjourned.

J. Griggs Zachry, III
Secretary

1:51 PM
12/16/15
Accrual Basis

West Point Development Authority
Balance Sheet
As of December 31, 2015

	<u>Dec 31, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
CB&T Certificate of Deposit	251,392.21
Farmers & Merchants Bank - MMA	251,615.89
Operating Account	112,464.89
Total Checking/Savings	<u>615,472.99</u>
Accounts Receivable	
Loan Receivable - ITC CP LLC	127,890.03
Total Accounts Receivable	<u>127,890.03</u>
Total Current Assets	<u>743,363.02</u>
TOTAL ASSETS	<u><u>743,363.02</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	516,166.89
Retained Earnings	135,513.54
Net Income	91,682.59
Total Equity	<u>743,363.02</u>
TOTAL LIABILITIES & EQUITY	<u><u>743,363.02</u></u>

1:51 PM
12/16/15
Accrual Basis

West Point Development Authority
Profit & Loss
December 2015

	<u>Dec 15</u>
Income	
Interest Income	441.78
Total Income	<u>441.78</u>
Expense	
Community Development	65.80
Computer & Website Maintenance	30.00
Contract Labor	1,000.00
Lease Payment Expense	750.00
Legal and Closing	310.00
Office Expense	338.17
Postage	49.00
Professional Dues & Subscript.	11.95
Total Expense	<u>2,554.92</u>
Net Income	<u><u>-2,113.14</u></u>

West Point Development Authority
Profit & Loss Detail
 December 2015

1:52 PM
 12/16/15
 Accrual Basis

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Income								
Interest Income								
Deposit	12/3/2015	dep	Deposit	i		CB&T Certific...	441.78	441.78
Total Interest Income							441.78	441.78
Total Income							441.78	441.78
Expense								
Community Development								
Check	12/7/2015	2024	Yvonne Reed	reimbursmen...		Operating Acc...	11.34	11.34
Check	12/7/2015	2026	Yvonne Reed	lunch meetin...		Operating Acc...	54.46	65.80
Total Community Development							65.80	65.80
Computer & Website Maintenance								
Check	12/1/2015	2023	West Point Industries			Operating Acc...	30.00	30.00
Total Computer & Website Maintenance							30.00	30.00
Contract Labor								
Check	12/1/2015	2022	Yvonne Reed			Operating Acc...	1,000.00	1,000.00
Total Contract Labor							1,000.00	1,000.00
Lease Payment Expense								
Check	12/1/2015	2016	Tramell Properties			Operating Acc...	750.00	750.00
Total Lease Payment Expense							750.00	750.00
Legal and Closing								
Check	12/1/2015	2015	Morrow & Nix			Operating Acc...	60.00	60.00
Check	12/1/2015	2017	Morrow & Nix			Operating Acc...	250.00	310.00
Total Legal and Closing							310.00	310.00
Office Expense								
Check	12/1/2015	2018	Integrity Leasing LLC			Operating Acc...	144.45	144.45
Check	12/1/2015	2019	Dello Products Inc.			Operating Acc...	70.00	214.45
Check	12/1/2015	2020	WOW!			Operating Acc...	123.72	338.17
Total Office Expense							338.17	338.17
Postage								
Check	12/7/2015	2025	Postmaster	stamps		Operating Acc...	49.00	49.00
Total Postage							49.00	49.00
Professional Dues & Subscript.								
Check	12/1/2015	2021	GSCCCA			Operating Acc...	11.95	11.95
Total Professional Dues & Subscript.							11.95	11.95
Total Expense							2,554.92	2,554.92
Net Income							-2,113.14	-2,113.14

West Point Development Authority
 Profit & Loss Budget vs. Actual
 December 2015

	Dec 15	Budget	\$ Over Budget	% of Budget
Income				
Interest Income	441.78			
Total Income	441.78			
Expense				
Cell Phone	0.00	58.37	-58.37	0.0%
Community Development	65.80	833.37	-767.57	7.9%
Computer & Website Maintenance	30.00	208.37	-178.37	14.4%
Contract Labor	1,000.00	4,916.63	-3,916.63	20.3%
Education	0.00	166.63	-166.63	0.0%
FICA	0.00	250.00	-250.00	0.0%
Health Insurance	0.00	250.00	-250.00	0.0%
Insurance	0.00	375.00	-375.00	0.0%
Lease Payment Expense	750.00	750.00	0.00	100.0%
Legal & Closing-Projects	0.00	333.37	-333.37	0.0%
Legal and Closing	310.00	416.63	-106.63	74.4%
Marketing	0.00	416.63	-416.63	0.0%
Miscellaneous Expense	0.00	175.00	-175.00	0.0%
Office Expense	338.17	416.63	-78.46	81.2%
Payroll Expenses	0.00	0.00	0.00	0.0%
Postage	49.00	16.64	32.36	294.5%
Professional Dues & Subscript.	11.95	416.63	-404.68	2.9%
Project Development	0.00	1,250.00	-1,250.00	0.0%
Travel	0.00	416.63	-416.63	0.0%
Total Expense	2,554.92	11,666.53	-9,111.61	21.9%
Net Income	-2,113.14	-11,666.53	9,553.39	18.1%

West Point Development Authority
Profit & Loss Budget vs. Actual
 January through December 2015

	Jan - Dec 15	Budget	\$ Over Budget	% of Budget
Income				
Bond Income	100,000.00	100,000.00	0.00	100.0%
Interest Income	1,483.71			
Intergovernmental Income	120,000.00	120,000.00	0.00	100.0%
Total Income	221,483.71	220,000.00	1,483.71	100.7%
Expense				
Cell Phone	0.00	700.00	-700.00	0.0%
Community Development	51,626.81	10,000.00	41,626.81	516.3%
Computer & Website Maintenance	760.00	2,500.00	-1,740.00	30.4%
Contract Labor	12,000.00	59,000.00	-47,000.00	20.3%
Education	0.00	2,000.00	-2,000.00	0.0%
FICA	0.00	3,000.00	-3,000.00	0.0%
Health Insurance	0.00	3,000.00	-3,000.00	0.0%
Insurance	3,820.00	4,500.00	-680.00	84.9%
Lease Payment Expense	9,000.00	9,000.00	0.00	100.0%
Legal & Closing-Projects	991.00	4,000.00	-3,009.00	24.8%
Legal and Closing	3,610.00	5,000.00	-1,390.00	72.2%
Marketing	0.00	5,000.00	-5,000.00	0.0%
Miscellaneous Expense	0.00	2,100.00	-2,100.00	0.0%
Office Expense	4,419.11	5,000.00	-580.89	88.4%
Payroll Expenses	0.00	0.00	0.00	0.0%
Postage	49.00	200.01	-151.01	24.5%
Professional Dues & Subscript.	3,525.20	5,000.00	-1,474.80	70.5%
Project Development	40,000.00	15,000.00	25,000.00	266.7%
Travel	0.00	5,000.00	-5,000.00	0.0%
VOID	0.00			
Total Expense	129,801.12	140,000.01	-10,198.89	92.7%
Net Income	91,682.59	79,999.99	11,682.60	114.6%

WEST POINT DEVELOPMENT AUTHORITY

PROPOSED - 2016 BUDGET

		Proposed 2016 Budget
Community Development		\$2,000.00
Computer and Website Maintenance		\$2,500.00
Contract Labor		\$57,000.00
Contributions		\$30,000.00
Education		\$1,000.00
Insurance		\$4,500.00
Lease Payment Expense		\$9,000.00
Legal and Closing		\$3,000.00
Legal and Closing - Projects		\$4,000.00
Marketing		\$20,000.00
Miscellaneous		\$1,000.00
Office Expenses		\$5,000.00
Postage		\$100.00
Professional Dues/Subscription		\$4,000.00
Project Development		\$0.00
Travel		\$1,000.00
Total		\$144,100.00
Anticipated Income 2016		
City of West Point	\$120,000.00	
Bond Revenue	\$100,000.00	
Interest Income on checking accounts	\$600.00	
Total	\$220,600.00	

Economic Development Director Report
Submitted: Tuesday, December 29, 2015

- PowerTech Bond Series 3 (\$40,000,000)

Facilitated PowerTech Bond Series 3 Bond – PILOT Agreement Acknowledgement with the following parties:

Troup County Tax Assessor (12/8)
Troup County Commission (12/15)
West Point City Council (12/10, 12/14)
Troup County School (12/17)

Superior Court Bond Hearing – Monday, December 21
Bond Closing Date Monday, December 29, 2015
West Point Development Authority Bond Issuance Fee: \$110,000

- The Downtown West Point Development Authority facilitated a walking tour of the central business district to discuss available properties and downtown tenants. (12/8)

- Coordinated Hyundai Dymos Service Day at the West Point River Trails (12/9)

20 Hyundai Dymos team members cleaned and made improvements to the West Point River Trails with West Point Streets & Sanitation Department.

- Met with O'Neal Inc. Business Development Manager, Tammy Finley. 12/9 (Integrated engineering and construction company)

- Attended the University of Georgia Terry College of Business Economic Outlook 2016 with MEAG Power. (12/11)

- Met with Georgia Department of Community Affairs Community Service Regional Representative (Region 4) Corrine Thornton. (12/15)

- Attended Abbey Glen – Phase II Planning & Start up meeting with Batson-Cook and West Point Department Heads. (12/17)

- Met with Principle Construction President Leon Moody and Business Development Mike Gaymon. (12/17)

- Corresponded with West Point Downtown property owners on Chambers County Film Project with Atlanta Movie Production. (Filming dates: January 25-31)

Provided location agreement template to property owners

- “Project Blue” – West Point Development Authority, Troup County Development Authority, LaGrange Economic Development

Existing Industry Expansion: Project Meeting with Ernst & Young Location Investment Manager, Wednesday, December 23.

- Conducted Search for 3,000 sq. ft warehouse for Georgia Department of Economic Development Project Manager site location query. (12/28)

- “Project Panel” – Northwest Harris Business Park

Project status: Two additional sites with less infrastructure/site improvement cost have been presented by Harris County, pending company decision.

- Jobs 110
- Private Investment \$35,000,000

City of West Point has contracted with Allen-Smith Consulting for Employment Incentive Program (EIP) financing application to be used to cover the cost of water & sewer extension/site improvements.

- Collected PILOT Participants 2015 “bill of sale” with list of assets by location, description and cost dated and received prior to Thursday, December 31, 2015 to transfer assets to West Point Development Authority to comply with PILOT for 2015 calendar year. Submitted to Troup County Tax Assessors Office.

- Created City of West Point, Georgia Website Redesign & Development Request for Proposal (RFP).

The Proposal Timeline for this project is as follows:

Wednesday, January 13, 2016	RFP issued
Wednesday, February 3, 2016	All questions regarding the RFP are due
Friday, February 19, 2016	Proposals due by 2:00 PM EST
March 1-8, 2016	Internal review and Interview of candidates
March 17-24, 2016	Successful bidder notified
April 11-15, 2016	Contract signed
August 1, 2016	Contract deliverables due

- North West Harris Business Park – Park Maintenance

There is a new radio tower site near the Northwest Harris Business Park that will improve communication for companies located in the North West Harris Business Park.

I have made initial contact with AT&T's Regional Director to discuss mobile and high-speed internet services and solutions for businesses.